

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
December 28, 2004

PRESENT: LEON METHOT, CO-CHAIRMAN; HELEEN KURK, SELECTMAN; THOMAS REYNOLDS, JR., SELECTMAN

TOWN ADMINISTRATOR: ROBERT CHRISTENSEN

BUDGET WORKSHOP

6:10pm Co-Chairman Leon Methot called the Budget Workshop to order

The Board of Selectmen held a budget workshop and went through several budgets and proposed changes to certain line items in both requested and default numbers.

The Board stated that all departments should be tracking expenses through the year in addition to what the Finance Administrator provides by way of budget printouts. This will provide a good system of checks and balances to make sure everyone knows what percentage of the budget has been expended at any given point in the year.

The Board stated that when budgets appear to be in danger of going over departments or not of committees must tell the Board of Selectmen immediately so they can know and adjust accordingly.

\$30,000 needs to be the amount put in the overlay account.

The Board agreed to set aside funds for encumbrances (pending verification of 2004 "bottom line" number of funds remaining) that include \$15,000.00 for a sewer generator, \$13,600 for the fire department equipment repair and acquisition request, \$4,625 for the Town Clerk's request for archiving materials, \$1,000.00 for the Tax Collector's new laser printer, and \$10,000.00 for the Highway Department to acquire additional salt for the roads, as well as the insurance funds that were paid for the damage done to shrubs at the gazebo by vandalism as well as damage done to the gatehouse at Chase Park in the fall of 2004 by a trailered boat.

ADJOURNMENT 8:00PM

A True Record.

Robert Christensen